



PRESENT:

Mr. F. Wayne Bass, Chairman
Dr. William P. Brown, Vice Chairman
Mr. Russell Gulley
Mr. Sam R. Hassen
Mr. Reuben J. Waller, Jr.
Mr. Kirkland A. Turner, Secretary to the Commission,
Planning Director

ALSO PRESENT:

Ms. Karen Aylward, Development Manager
Economic Development Department
Mr. James Banks, Assistant Director,
Transportation Department
Ms. Heather Barrar, Principal Planner, Advance Planning and
Research Section, Planning Department
Ms. Lauren Blair, Planner, Customer Assistance Branch
Planning Department
Mr. George "Bubba" Bowles, Senior Engineer
Utilities Department
Mr. Robert V. Clay, Planning and Special Projects Manager,
Development Review Section, Planning Department
Ms. Teresa C. Davis, Planning and Special Projects Coordinator,
Development Review Section, Planning Department
Ms. Barbara Fassett, Planning Manager, Advance Planning and
Research Section, Planning Department
Mr. Steven F. Haasch, Principal Planner, Advance Planning and
Research Section, Planning Department
Mr. Tom Jacobson, Revitalization Director,
Economic Development Department
Mr. Michael Janosik, Planning Administrator,
Development Review Section, Planning Department
Mr. Glenn E. Larson, Assistant Director, Plans
and Information Section, Planning Department
Mr. Mike Mabe, Library Director
Library Department
Ms. Emily Masters, Administrative Secretary,
Advance Planning and Research Section, Planning Department
Mr. R. John McCracken, Director,
Transportation Department
Mr. Richard M. McElfish, Director
Environmental Engineering Department
Ms. Pamela Nichols, Clerk to the Commission,
Administration Section, Planning Department

Mr. Randy Phelps, Principal Engineer,
Utilities Department
Ms. Beverly Rogers, Planning Administrator
Planning Department
Mr. Carl D. Schlaudt, Planning Manager, Development
Review Section, Planning Department
Fire Chief Loy Senter, Fire Administration,
Fire and EMS
Battalion Chief James Fitch, Fire Administration, Budget & Planning
Fire and EMS
Mr. Steven Simonson, Senior Civil Engineer
Transportation Department
Mr. Michael E. Tompkins, Assistant Director,
Development Review Section, Planning Department
Mr. Jack Watts, Environmental Health Manager
Chesterfield Health Department
Mr. Dave Wolverton, Microcomputer Analyst
Information Systems Technology
Mr. Bill Wright, Assistant Director Engineering,
Utilities Department

WORK SESSION.

Messrs. Bass, Brown, Gulley, Hassen, Waller and staff assembled at 1:00 p. m. in the Public Meeting Room, Chesterfield County Administration Building, 10001 Lori Road Chesterfield, VA, for a work session.

I. CALL TO ORDER.

Mr. Bass, Chairman, called the meeting to order in the Public Meeting Room, Chesterfield County Administration Building.

II. INVOCATION.

Mr. Bass presented the invocation.

III. PLEDGE OF ALLEGIANCE TO THE FLAG OF UNITED STATES OF AMERICA.

The Commissioners led the Pledge of Allegiance to the Flag.

IV. APPROVAL OF THE FEBRUARY 22, 2011 MINUTES.

Mr. Gulley requested additional wording on page 5 to read "She noted **their** contract **contained** revisions to the **original RFP**".

On motion of Mr. Gulley, seconded by Mr. Waller, the Commission resolved to approve the February 22, 2011 Draft Comprehensive Plan Minutes with corrections.

AYES: Messrs. Bass, Brown, Gulley, Hassen and Waller.

It was the consensus of the Commission to move Item VI, Follow-up Items, before Item V, Schedule Work Session Meeting Dates for the Month of April.

VI. FOLLOW-UP ITEMS.

- **Mr. Jack Watts, Environmental Health Manager, Health Department**

As a follow-up from a previous work session, Mr. Watts provided basic definitions for Conventional Onsite Sewage System which is the most common type of system within the County; and Alternative Onsite Sewage System (AOSS); Large Alternative Onsite Sewage System and Private Well. He stated the Board of Health established a program in 2010 for the operation and maintenance of alternative onsite sewage systems in compliance to the State Legislations for Onsite sewage systems; operation and maintenance program. He stated in 2007 a House Bill was passed prohibiting the construction of private wells within fifty (50) feet of the property line adjacent to agricultural property, and in 2009 two (2) House Bills passed which relates to onsite sewage systems when sewers are not available; and private residential wells; minimum storage capacity and yield requirements; however, in 2010 a House Bill was defeated which would any locality to enact an ordinance prohibiting the use of alternative onsite sewage systems that have been approved by the Virginia Department of Health for use in the particular circumstances and conditions in which the proposed system is to be operating when sewers or sewerage disposal facilities are not available.

In response to Mr. Turner's question, Mr. Watts stated building permits were still issued for lots where suitable water was not obtained because the Department combined multiple wells to create a suitable water supply for the resident. In conclusion, Mr. Watts provided the percentages of onsite systems within the County. He stated the need for alternative systems could include: soil does not meet state regulations for a conventional system, lack of area for a conventional system drainfield, and cleaner effluent.

Mr. Watts responded to the Commission's questions relative to the failure rate for each particular system; alternatives for failed systems; common reasons for alternative systems; expense associated with particular systems; how the County is impacted by the State Law relative to alternative systems; and a timeframe for implementing House Bills.

In response to Mr. Gulley's question, Ms. McGee stated the County does not prohibit onsite sewage systems for individual lots.

In response to Dr. Brown's question, Mr. Turner stated any system that is operated by any entity other than the County, State or Federal Government is considered a private wastewater treatment system; and the County can regulate community systems that are operated for compensation.

The Commission expressed appreciation to Mr. Watts.

V. SCHEDULE WORK SESSION MEETING DATES FOR THE MONTH OF APRIL.

Mr. Bass asked the Commission to consider the six (6) proposed meeting dates for the month of April; and asked for comments from the Commission.

Dr. Brown supported the selection of three (3) dates for the April work sessions.

Mr. Gulley stated it was his recollection that Board members expressed the need for ordinances to support the new Comprehensive Plan prior to adoption of the Plan; asked if staff was working on "Bridge

the Gap” or Focus Strategies; and expressed the need for the Commission to know the Board’s expectations.

Mr. Bass stated it was the Boards’ directive for the Commission to return a recommendation on the New Comprehensive Plan in July.

In response to the Commission’s question, Turner stated the Board wants a Plan that includes sufficient input from the public as it will be the foundation; and believes the Board will be comfortable with the amount of time needed to create a complete Plan. He stated staff was working on the “Bridge the Gap” ordinance; but it was hard to say if the “Bridge the Gap” ordinance would be completed in a draft format ready for adoption at the same time the Plan is adopted. He further stated, in the event the “Bridge the Gap” ordinances are not completed by the time the Board adopts the Plan; he believes the Board would adopt the Plan with a future date of implementation.

Mr. Gulley stated it was his preference for staff to poll the Board members on their expectations.

Mr. Hassen stated the objective of the Commission is to make sure the Plan adequately reflects the plan of the County.

Dr. Brown stated he was ready to move forward with the draft Plan; and stated the primary purpose of the Commission is to make a recommendation on what they believe should be the content of the Plan.

Mr. Turner stated the “Bridge the Gap” ordinances will ensure today’s requirements are carried forward; and he anticipates the “Bridge the Gap” will be completed at the time the new Plan is adopted. He stated a challenge for staff is the reformatting of the ordinances to make them more reader friendly; however, the necessary ordinances needed for implementation of the Plan have been identified in the Action Matrix. He further stated, rather than having the County Administrator or himself poll the Board for guidance, staff will draft a memo to the Board from the Chairman of the Planning Commission.

Mr. Gulley voiced concern that all of the protections in the current Plan are not in the draft Plan.

Mr. Hassen stated he needs to know whether changes to the ordinances will create a burden for public; and stated he was not in favor of prolonging the review process beyond September 2011.

Mr. Waller expressed the critical need to have public input and the need for more detail on the appearance of the Plan.

Dr. Brown stated he could support a deadline of August for the Commission to make a recommendation to the Board.

On motion of Mr. Hassen, seconded by Dr. Brown, the Commission resolved to schedule April 11, 2011, April 14, 2011 and April 28, 2011 for the April work sessions.

AYES: Messrs. Bass, Brown, Gulley, Hassen and Waller.

The Commission requested a Public Meeting Room calendar for the months of May and June.

VII. ECONOMIC DEVELOPMENT.

Mr. Steve Haasch provided an overview of the Economic Development Policy Element to include results of Regional Rankings; Sector Strengths & Weaknesses; Business Size by Employment Range; Job

Location; Employment by Sector 2010; and Sector Employment Trend. He stated the Sector Summary Analysis notes many Chesterfield business sectors grew faster than state average and that Chesterfield's business environment is competitive in the state overall. Mr. Haasch noted some issues and concerns are jobs/housing balance; number of high-paying jobs; tourism expenditures; narrow economic base; and linking residents to job opportunities. He stated the draft Plan Economic Development Philosophy is for the County to become a regional employer; expand the economic base; protect identified economic development areas; support growth in Centers and Corridors; revitalize existing economic areas; support rural economic opportunities; partnership of local government & business community; and offer a variety of Choices for businesses through flexibility.

Mr. Haasch responded to questions from the Commission relative to designation of centers; manufacturing designation; and the promotion of K-12 level schools.

Ms. Karen Aylward, Development Manager with Economic Development, responded to questions from the Commission relative to designation of properties for industrial development; economic development strengths and weaknesses; the East-West Freeway; Economic Development and Revitalization; and County incentives for small businesses. Ms. Aylward stated her department was very involved in the Plan's process and voiced support of the Plan.

The Commission recessed at 3:18 p.m.

The Commission reconvened at 3:29 p.m.

The Commission reviewed the Economic Development Element. A summary of the Commission's recommendations, to be voted on at a future work session, is set forth below:

E 1.2.3 Development Adjacent to the Chesterfield County Airport: Change wording to read "Use land adjacent to the Chesterfield County Airport recommended for MIXED EMPLOYMENT CENTERS for economic development, ~~discouraging~~ **prohibiting** residential developments in these areas".

E 1.3.1 and 1.3.2 – A-O-46: Educational Partnerships Add wording to read "Enhance job development partnerships with area educational institutions, such as Chesterfield County Public Schools, Virginia State University and John Tyler Community College to promote economic and workforce development **and training** in the County".

E 2.1.3 and 2.1.4 - To become an action items. Bookmark for future discussions.

E 2.2.5 Home-Based Businesses: Change wording to read "Support the creation and retention of appropriate home-based businesses that ~~minimize nuisance~~ **do not generate clientele traffic or other negative** impacts on nearby residents".

E. 2.2.6 – delete.

E. 2.4.3 Retention and Expansion Collaboration: Add wording to read "Partner with the business community and other entities to identify barriers to business recruitment, retention and expansion **that have some economic payback to the county**".

E. 3.1.2 Focused Strategies: Change wording to read "Incorporate specific economic development objectives into Focused Strategies". ~~for revitalization efforts~~

E 3.3.1 Change wording to read **Public Education of the Public**: "Promote ~~public~~ education **of the public** efforts to inform the public of the benefits and necessity of economic development, and its value in maintaining a strong tax base".

E. 4.3.2 Economic Development Strategy: Change wording to read "Expand upon the Vision, goals, objectives and **recommendation** of the Comprehensive Plan through ~~a detailed~~ **annual updates to the** economic development strategy for the county".

E. 4.3.6 – delete.

E. 4.4.1 and 4.4.2 – Staff to better define.

E. 5.1.2 Green Codes and Standards: Add wording to read "Encourage the use of low impact and green site/building standards in economic development projects **both public and private**".

E. 5.1.4 Wastewater Usage: Add wording to read "Encourage the use of grey or reclaimed water for industries and other commercial uses with high water consumption needs **where appropriate**".

Mr. Waller requested bookmarking discussion on industrial comparison.

Mr. Turner reiterated the Commission's requests.

On motion of Mr. Gulley seconded by Dr. Brown, the Commission approved the requests for information and agenda materials: reformatted Economic Development Elements; Socioeconomic Report.

AYES: Messrs. Bass, Brown, Gulley, Hassen and Waller.

VIII. REVITALIZATION.

Due to time constraints, it was the consensus of the Commission to discuss this element at the April 11, 2011 work session.

IX. ADJOURNMENT.

There being no further business to come before the Commission, it was on motion of Mr. Gulley seconded by Mr. Waller, that the meeting adjourned at 5:05 p.m. to Monday, April 11, 2011, at 1 p.m. in the Public Meeting Room, Chesterfield County Administration Building, Chesterfield, Virginia.

Chairman/Date

Secretary/Date